

## MILPERSMAN 1236-010

### RETESTING WITH THE ARMED FORCES CLASSIFICATION TEST (AFCT) VERSION OF THE ARMED SERVICES VOCATIONAL APTITUDE BATTERY (ASVAB)

Responsible Office	CNO (N132G)	Phone:	DSN	225-2444
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#### 1. Background

a. The Armed Services Vocational Aptitude Battery (ASVAB) is given to non-prior service recruits as a tool to determine eligibility for enlistment, future Navy-wide advancement examination participation, and Class "A" training qualification.

b. To become eligible for in-service rating conversion programs or advancement examination requirements, members may require additional education to broaden their educational experience after entering Navy. Retesting these members with the Armed Forces Classification Test (AFCT) version of the ASVAB may improve their qualifications and options for career choices.

2. Authorization to Administer AFCT. To ensure all Sailors desiring to improve career options are afforded a timely opportunity to take the AFCT, all Personnel Support Activity Detachments (PERSUPP DETs) and large platform ships (CV/CVN, LHA, LHD) are authorized to administer the AFCT. Shore based testing sites are encouraged to administer the AFCT using a schedule that supports testing needs for all Sailors within their geographic area. Ships with testing authority are authorized to test Sailors on all ships/squadrons within their respective group. On a case-by-case basis, requests for AFCT testing authorization for other ships or sites will be approved based upon justification submitted to Chief of Naval Operations (CNO) (N132G). Authorized test sites must designate a **test control officer (TCO)** who will request test materials and be responsible for proper safeguarding and handling of test material per MILPERSMAN 1236-030. TCOs must be **commissioned officers** and are authorized to designate, in writing, **test administrators** to assist in actual AFCT testing and scoring. Test administrators must be a **petty officer second class (PO2) or above, preferably PS-2612, and cannot assume test handling**

**responsibilities of the TCO.** Test material requests should include TCO E-Mail and phone information and can be submitted via E-Mail to [AFCTHelpdesk@navy.mil](mailto:AFCTHelpdesk@navy.mil) or mailed to the following:

**Chief of Naval Operations (N132G)  
2 Navy Annex  
Washington, DC 20370**

3. **Justification.** Members desiring to retest must meet all of the following criteria:

a. A legitimate reason for retesting (i.e., qualification for a rating conversion or special program).

b. At least 1 month elapsed since last ASVAB or AFCT.

c. A valid NAVPERS 1070-604 (Rev. 3-05), Enlisted Qualification History in member's service record.

d. Demonstrate positive improvement in education, language, or math proficiency by completing one or more of these requirements:

(1) Gaining a high school diploma or equivalency (e.g., General Educational Development (GED)) since most recent ASVAB or AFCT.

(2) Passing the United States (U.S.) citizenship test since most recent ASVAB or AFCT.

(3) Completion of Navy academic skills or functional skills course since most recent ASVAB or AFCT.

(4) Completion of educational enhancement software courses (e.g., PLATO) in math, English, history, science, social studies, or psychology since most recent ASVAB or AFCT.

(5) Complete a college or correspondence course in math, English, history, science, social studies, or psychology since most recent ASVAB or AFCT.

e. Completion of Navy "A" or "C" Schools or completion of Navy correspondence courses for advancement are **not** considered qualifying.

f. Requests shall contain full justification of need for retesting (including specific rating entry, schools, or special programs desired for which waivers could not be obtained) and documentation of improvement in education (paragraphs 3d(1) through 3d(5) above).

4. **AFCT Administration**. TCOs must verify that Sailors desiring to retest are eligible per this article and that all test participants understand that their new score becomes the official score even if lower than the previous test. TCOs will forward test results via letter to the test participant's command/service record custodian. The service record custodian must prepare a new NAVPERS 1070/604 with the new AFCT information and update the enlisted master files using Web Navy Standard Integrated Personnel System (NSIPS) transaction by forwarding a copy of updated NAVPERS 1070/604 to the NSIPS Help Desk. Additionally, the TCO will forward completed answer sheets and conversion worksheets for all AFCT tests administered to CNO (N132G).

5. **AFCT Inquiries**. Questions regarding the AFCT program and procedures may be addressed to the AFCT Help Desk at [AFCTHelpdesk@navy.mil](mailto:AFCTHelpdesk@navy.mil) or by calling CNO (N132G) at (703) 695-1357/DSN 225.